APPENDIX 13

Fatigue Management

Purpose

Manage the risk of occupational injury or incident at work due to fatigue caused by sleep deprivation.

Target Audience

- Managers and
- Supervisors

Scope of Application

This document applies to all *Sakhalin Energy LLC Assets, Facilities, Operations, Projects and Activities*, including activities undertaken by any *Contractor* on behalf of the *Company*.

This document section covers work arrangements for persons in HSE Critical Positions and/or those who are involved in High Risk activities, **including:**

- a planned shift length excluding overtime and handovers greater than 12 hours within a 24-hour period;
- overtime resulting in more than 12 working hours in total, more than once a month;
- overtime or unscheduled calls resulting in more than 16 working hours in total during one calendar day;
- shift work or unscheduled call-backs at any time between 22:00 and 06:00, including shifts that start or end during this period;
- everyday change in shift start time exceeding three hours; or
- more than 28 days of consecutive work without at least 24 hours of continuous time-off;
- work after a trip between 22:00 and 06:00 or a trip that crossed at least four time zones in the last 48 hours.

General Requirements

Managers are *Responsible* for requirements 1 to 4:

1. Identify and register HSE Critical Positions in which the above situations occur or may occur.

2. Develop and maintain the Fatigue Risk Management Plan for HSE Critical Positions, defined in requirement 1.

3. Training supervisors engaged in Fatigue Risk Management Plan implementation in fatigue-related risk management.

4. Consider the potential contribution of fatigue-related risks when investigating high-risk and potentially high-risk incidents.

Supervisors are *Responsible* for requirement 5:

5. Informing employees in HSE Critical Positions on the risks associated with fatigue caused by sleep deprivation.